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Management Officer

CONFIDENTIAL

25 August 1950

Chief, Administrative Staff

Statements of Functions

Survey, Fiscal Division

1. In response to the request in memorandum dated 14 August 1950, subject: "Statements of Functions", as provided for in Paragraph 2b, page 1, CIA Regulation [redacted] there are attached, in duplicate, Functional Statements for the Accounting, Payroll, Travel, Claims and Fiscal Processing Branches of the Fiscal Division. 25X1

2. It will be noted that a few changes have been made in the proposed Functional Statements, occasioned by internal adjustments, since the Management Survey was completed during the month of March 1950.

[redacted] 25X1

Attachments

25X1 [redacted]:hvw

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